



Tillamook Urban Renewal Agency
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TURA Meeting
Thursday, October 8th, 2009
5:30 P.M.

Board Members present: Don Hurd, Sally Clay, Aaron Zimmerman, Carolyn Decker, Suzanne Weber

Board Members absent: Sean Lambert - excused

Staff Present: Mark Gervasi: City Manager

Guests/Public: Gus Meyer, Alene Allen, Doug Henson

Chairman Don Hurd called the meeting to order at 5:30 P.M. Roll call was taken by **Gervasi**.

Hurd asked for corrections or changes to the minutes from September 24, 2009. There being none,

- **Clay** made a motion to approve the minutes as presented which was seconded by **Decker**. The motion passed unanimously by all board members present.

Hurd reviewed the billing list and explained each one. **Gervasi** explained the Downtown Plan book prepared for the board. **Clay** asked about the odd amount of the Baertlein and Phegley billing. **Gervasi** looked it up and went over it with the board.

- **Zimmerman** made a motion to approve the bills. Second was made by **Weber**. **Hurd** asked for the vote and all members present approved and the motion carried unanimously by all members seated.

Hurd announced there was no financial report for this meeting.

Hurd opened the meeting for Non-Agenda Items and Public Comments or Concerns. There were none.

Next on the agenda was new business. **Hurd** opened the discussion regarding the Anderson Geological contract for the Schmidt property on Front Street. **Gervasi** explained what Anderson Geological was doing for the Phase One Environmental Study and that the contract for services would need to be accepted and signed by the chair. The board discussed the contract. **Hurd** asked for a motion to accept the contract.

- A motion to accept the contract with Anderson Geological for the Phase One Environmental Study of the Schmidt property Map 1S1025AC TL00100 and to authorize the Chair to sign the contract was made by **Weber** and seconded by **Decker**. **Hurd** called for the vote and the motion was approved by all members seated. The motion passed unanimously.

Hurd spoke about the Cameron property and that the property owner has an environmental study. **Decker** will get a copy from Cameron and present it to the board at the next meeting.

Hurd asked **Gervasi** to explain to the board the conversation he had with Video Audio Connection owner Dan Huffman about his building. Huffman was interested in what the TURA might be able to help him with. He is interested in fixing awnings and windows and possibly sidewalks. **Gervasi** told Huffman he would need to file an application with the TURA to start the process. **Zimmerman** will call Huffman to discuss this with him. There was a board discussion about application forms, procedures and what kind of information the applicant should provide to the board.

The next agenda item was the Plan Amendments. **Gervasi** went over the minor changes. **Hurd** asked for a motion to adopt the Tillamook Urban Renewal Plan document with the amendments as presented.

- **Weber** made a motion to accept the TURA Plan as amended on September 24, 2009. Second was made by **Clay**. The motion passed unanimously by all members seated.

Hurd then went over the list of potential opportunity sites list. **Decker** asked if other properties could be added at this time. The board discussed and reviewed the list of sites and the maps. **Decker** stated she had spoken with Jack Coy and he is interested in selling his property on Pacific Avenue. He has 2 connecting lots. The board discussed the location. **Decker** recommended the board include these 2 lots in the opportunity site list. **Gervasi** explained it was alright to add to the list as it had not been presented to the planning commission or the city council yet. **Decker** gave **Gervasi** the tax lot numbers to add to the list. **Weber** liked the idea of adding these 2 properties to the list. **Hurd** then went on to explain how the procedure will go for adding this list of sites to the plan.

- A motion was made by **Decker** to accept the Potential Opportunity Site list with TL #1S0930CC04100 and TL#1S0930CC04800 added to the list. The motion was seconded by **Zimmerman**. **Hurd** called for the vote and the motion passed unanimously by all board members present.

Hurd announced the Planning Commission was holding a special meeting at 7 pm on October 15, 2009 to review the Potential Opportunity Site list. **Gervasi** explained the necessity for the meeting for major plan amendments.

The board discussed the TURA/City IGA amendments as presented. If the revised IGA is accepted it will become a 3 year contract expiring in July 2012. There were questions about sections 3.2 (construction) and 5.4 (financial services) which **Gervasi** explained. The terms “may” and “shall”, as they relate to a contract, were discussed. There was also a discussion as to why the City and the TURA need a contract and the contract they are currently operating under.

- **Decker** made a motion to accept the City/TURA IGA as presented with a second made by **Weber**. Ayes were made by all board members present and the motion passed unanimously.

Gervasi mentioned the IGA would now go before the City Council for ratification.

Hurd stated **Lambert** has been busy with his job and has not been able to speak with the Hoquarten Park committee about their proposal. **Hurd** asked if **Reeves** could write a letter to the committee explaining the delay and that the board should be able to meet with them soon. **Gervasi** will have her get a letter out to the committee.

Hurd asked **Decker** if she had an updated report on the property purchases. She has not been able to speak with Mr. Kimmel but would really like to see the TURA close on the Cameron and Kimmel properties by the end of the year if possible. Randy Peterson has made arrangements for Pacific Coast Appraisal to get into the house on Main Street to do the appraisal.

Hurd and the board discussed the value of the brochures for exposure. It was a consensus that televising the meeting would be a far greater value. **Zimmerman** will contact Jane Scott and get some ideas and pricing for televising at least one meeting a month. **Decker** mentioned perhaps one day both could be utilized.

Hurd announced he would be adding the Janac Contract to the agenda and explained a proposed revision to the contract increasing the loan amount to \$95,000. **Hurd** explained the county building officials, engineers, fire district officials and Janac had met and it was determined that a fire suppression system would be required in the Janac Building. A sprinkler system will be the most economical but water lines would need to be upgraded for the three floor building. This will increase the remodel costs of the building considerably. **Hurd** therefore would like to recommend to the board to increase the original loan amount of \$75,000 to \$95,000 and have the additional \$20,000 dedicated to fire suppression. The board discussed the proposal and the costs. **Henson** explained the building classification, building size and sprinkler requirements.

- **Clay** made a motion to accept the Janac contract as amended to \$95,000 with the additional \$20,000 to be used for the fire suppression system. The motion was seconded by **Decker**. **Hurd** called for the vote and there were ayes by all board members present so the motion passed unanimously.

Hurd mentioned **Reeves** is getting the Certificates of Insurance for the building regarding the fire and liability. **Henson** explained the anticipated time frame for the building and the Public Market.

Hurd reminded the board of the special Planning Commission meeting on October 15th and announced the next meeting of the TURA on October 22nd. **Zimmerman, Weber** and **Clay** all stated they would not be available on the 22nd. Because of this, there would not be a quorum present at the meeting, so the October 22nd meeting will be cancelled.

The board had a discussion about public meeting polls and consensus. They talked about public meeting policy. There was a discussion about the Contract Review Committee. **Hurd** will sit-in for **Weber** on the Contract Review Committee since she will be unavailable until the end of the month.

With no further business the next meeting date of November 12th, 2009 was announced and the meeting was adjourned by **Hurd** at 6:40 pm

Prepared by:
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Reviewed by:

Don Hurd – Chairman